# STATE ALLOCATION BOARD OFFICE OF PUBLIC SCHOOL CONSTRUCTION

# **ENROLLMENT CERTIFICATION/PROJECTION**

SCHOOL FACILITY PROGRAM

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#### **GENERAL INFORMATION**

To determine a district's initial eligibility for new construction funding under the School Facility Program, the district must provide enrollment information for the current and previous three years on this form. After the initial submittal, this form need only be resubmitted when the district requests additional new construction funding in a new enrollment year or as a result of a reorganization election that affects either the district's enrollment or existing school building capacity.

The following documentation must be submitted with this form (as appropriate):

- Specific enrollment data for district's with current enrollment that is less than 300 if
  the district is requesting an enrollment projection based on five-year average enrollment data (refer to Part A).
- A copy of the study supporting student yield factors if the district is requesting an augmentation of it's enrollment projection due to pupils residing in new dwelling units and it is not using the State yield factors (refer to Part F).

A high school district, unified school district, or county superintendent of schools may file on a high school attendance area (HSAA) basis or Super HSAAs as provided under Education Code Section 17071.76 and Section 1859.41. In that case, the enrollment used on this form is the current and three previous years enrollment in the HSAA or Super HSAA.

This form is not used for modernization funding applications.

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**PART A. ENROLLMENT DATA** — (to be completed by school districts or the county superintendent of schools)

The information needed to complete this form is based on the latest California Basic Education Data Systems (CBEDS) that is available approximately October 15th of each year. Report the current year and the three prior years K—12 enrollment. High school districts report the unduplicated enrollment data for grades served by the district and all feeder elementary school grades for the current year and the previous three years.

As an option, school districts with less than 300 current enrollment may report the previous five year average for any grade level for any year when the enrollment for that grade level has decreased by more than 50 percent from the previous year. If this option is used, the district must identify each grade level where this option is used on Form SAB 50-01 and attach the appropriate enrollment documentation to support this request.

County superintendents report the enrollment for community school students as reported in April prior to the latest CBEDS report.

The enrollment data must include all off-track and on-track students attending multi-track year round schools, students living outside the district's boundaries but attending schools in the district, students receiving Classroom-Based Instruction in Charter Schools located within the district boundaries and are enrolled in the same grade levels or type served by the district regardless if the district chartered the school, students attending magnet schools, community school students, and students attending independent study.

Do not include students living in the district's boundaries but attending other districts, students attending regional occupational programs, students attending preschool programs, other students not generally considered K–12 students including adult education students, students receiving Classroom-Based Instruction in Charter Schools located within the district boundaries but are enrolled in grade levels or type not served by the district, students living inside district boundaries but are receiving Classroom-Based Instruction in Charter Schools located outside the district boundaries, students receiving Nonclassroom-Based Instruction, juvenile court/court school students, special day class pupils, or continuation high school pupils.

# PART B. PUPILS ATTENDING SCHOOLS CHARTERED BY ANOTHER DISTRICT

Of the data reported in Part A of this form, indicate the aggregate pupil enrollment attending schools chartered by another district which are located within your district boundaries for the current year and the three prior years. If the district is reporting pupils attending schools chartered by another district for the current year, then the district must submit a separate letter with the following information:

- The total Charter School enrollment listed by each of the K-12 grade levels reported for the current year.
- A list of the other school district(s) that chartered school(s) within your boundaries. Include the Charter School name(s) and total school enrollment.

For the previous years, report the total enrollment for pupils attending schools chartered by another district, if known. If the information is not available, enter N/A. In this case, the OPSC will adjust the previous years' enrollment data based on a prorated basis of the rate of growth or decline of the previous years' enrollment.

Enter 0 if there are no pupils attending schools chartered by another district within your district boundaries for the current or previous years.

#### **PART C. CONTINUATION HIGH SCHOOL** — (to be completed by school districts only)

Report the continuation high school enrollment for the current year and the three previous years. For purposes of projecting the enrollment, these pupils will be added to the enrollment data in Part A.

**PART D. SPECIAL DAY CLASS PUPILS** - (to be completed by school districts or the county superintendent of schools)

Report the pupils attending the special day classes as shown and reported to the California Department of Education in December prior to the latest CBEDS report. Use pupil descriptions as provided in Section 1859.2 for Non-Severely Disabled Individual with Exceptional Needs and Severely Disabled Individual with Exceptional Needs.

**PART E. SPECIAL DAY CLASS ENROLLMENT** — (to be completed by county superintendent of schools only)

Report the total of special day class pupils in all categories for the three previous years.

### **PART F. NEW DWELLING UNITS** — (to be completed by school districts only)

The district may augment the enrollment projection based on the number of pupils that will reside in dwelling units included in an approved subdivision map or valid tentative subdivision map. The district must certify as part of this form that the local planning commission or approval authority has approved the tentative subdivision map that is currently valid (i.e., the approval from the planning commission or approval authority has not expired) and the district has identified the dwelling units in that subdivision map to be constructed. All proposed dwelling units in that subdivision may be used to augment the district's enrollment projection. Report those dwelling units in Part E. Any request for augmentation of the district's enrollment projection must be made by separate letter from the district with this form. The district must certify as part of this form that the approved or valid tentative subdivision map (s) used to support this request are available at the district for OPSC verification.

# **PART G. YIELD FACTOR** — (to be completed by school districts only)

Report the district's student yield factors as defined in Section 1859.2, if different than the statewide average student yield factor. The statewide average student yield factors are as follows:

- Elementary School District ................................0.5 students per dwelling unit
- High School District......0.2 students per dwelling unit
- Unified School District.................0.7 students per dwelling unit

Should the district wish to use its own student yield factors, a copy of the district's study that justifies the student yield factors must be submitted with this form.

**PART H. FIVE YEAR PROJECTED ENROLLMENT** — Used for School Facility Program. To be completed by the Office of Public School Construction (OPSC).

**PART I. ONE YEAR PROJECTED ENROLLMENT** — Used for State Relocatable Program. To be completed by the OPSC. Do not manually complete Parts H or I.

Complete this form manually, sign, date, and submit to the OPSC for computations. A completed copy of this form with the enrollment projections will be returned to the district.

The methodology for calculating the district's projected enrollment is outlined in Sections 1859.42 and 1859.43.

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ART A. ENROLLMENT DATA — (Districts or County Superintendent of Schools)	PART E. SPECIAL DAY CLASS ENROLLMENT — (County Superintendent of Schools only)		
COUNTY	HIGH SCHOOL ATTENDANCE AREA (HSAA) OR SUPER HSAA (IF APPLICABLE)		
SCHOOL DISTRICT	FIVE DIGIT DISTRICT CODE NUMBER (SEE CALIFORNIA PUBLIC SCHOOL DIRECTORY)		

Cuada	3rd Previous	2nd Previous	Previous	Current
Grade	/	/	/	/
K				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
Total				

#### PART B. PUPILS ATTENDING SCHOOLS CHARTERED BY ANOTHER DISTRICT

3rd Previous	2nd Previous	Previous	Current	

#### **PART C. CONTINUATION HIGH SCHOOL** – (Districts only)

Grade	3rd Previous	2nd Previous	Previous	Current
Grade	/	/	/	/
9				
10				
11				
12				

#### **PART D. SPECIAL DAY CLASS PUPILS** — (Districts or County Superintendent of Schools)

	Eleme	Elementary		Secondary		Eleme	entary	Secor	ndary
	Non-Severe	Severe	Non-Severe	Severe		Non-Severe	Severe	Non-Severe	Severe
MR					01				
НН					OHI				
DEAF					SLD				
HI					DB				
SLI					МН				
VI					AUT				
SED					TBI				
					TOTAL				

3rd Previous	2nd Previous	Previous

### PART F. NUMBER OF NEW DWELLING UNITS

#### PART G. DISTRICT STUDENT YIELD FACTOR

# **PART H. FIVE YEAR PROJECTED ENROLLMENT – School Facility Program Projections** (Except Special Day Class pupils only)

K-6	7–8	9–12	Total

# Projections – Special Day Class Pupils Only

	Eleme	entary	Secor	ndary		Eleme	entary	Secor	ndary
	Non-Severe	Severe	Non-Severe	Severe		Non-Severe	Severe	Non-Severe	Severe
MR					01				
НН					OHI				
DEAF					SLD				
HI					DB				
SLI					MH				
VI					AUT				
SED					TBI				
					TOTAL				

# PART I. ONE YEAR PROJECTED ENROLLMENT – State Relocatable Program Projections (Except Special Day Class pupils only)

K-6	7–8	9–12	Total

#### Projections – Special Day Class Pupils Only

	Elementary S		Secondary			Eleme	entary	Secor	ndary
	Non-Severe	Severe	Non-Severe	Severe		Non-Severe	Severe	Non-Severe	Severe
MR					01				
HH					OHI				
DEAF					SLD				
HI					DB				
SLI					MH				
VI					AUT				
SED					TBI				
					TOTAL				

I certify, as the District Representative, that the information reported on this form is true and correct and that:

- I am designated as an authorized district representative by the governing board of the district.
- If the district is requesting an augmentation in the enrollment projection pursuant to Section 1859.42 (b), the local planning commission or approval authority has approved the tentative subdivision map used for augmentation of the enrollment and the district has identified dwelling units in that map to be contracted. All subdivision maps used for augmentation of enrollment are available at the district for review by the OPSC.
- This form is an exact duplicate (verbatim) of the form provided by Office of Public School Construction. In the event a conflict should exist, then the language in the OPSC form will prevail.

SIGBATURE OF DISTRICT REPRESENTATIVE	DATE